

**Action points as at 27 November 2018**

Invited: Giles Baxter (Chair), Jerry Moscrop, Simon Russell, Chris Neill, Annette Godfrey

Apologies: Jaqi Mason, Glenn Pereira, Debbie Croft, Laura Buxton, James Hammond

***This meeting was postponed at the last minute due to the number of apologies received due to a combination of other commitments and illness***

***This note is therefore a record of the key points that the chairman intended to make, and actions proposed.***

Ser	Item	Action	Action By	Due Date
1	<p><u>Welcome (GB)</u></p> <p>Main purposes of meeting:</p> <ul style="list-style-type: none"> <li>• Welcome Annette</li> <li>• Update whole committee on results of consultations so far.</li> <li>• Update on planned consultation activity</li> <li>• Agree assessment criteria for spatial modelling</li> <li>• Agree approach to establishing housing need</li> <li>• Set up spatial modelling exercise: when, who, what, where</li> </ul>			
2	<p><u>Previous Minutes (GB)</u></p> <p>At [REDACTED]</p> <p>Outstanding actions:</p>	<p><b>Action:</b> GB/CN/NH to review letter to businesses in light of risk that some may interpret as parish council changing position on recent planning applications that it has objected to.</p>		
3	<p><u>Project Plan (GB)</u></p> <p>As at 20 November Issue [REDACTED]</p>			

<p>4</p>	<p><u>Consultation Responses</u></p> <p>Survey (GP &amp; DC)                  Drop-Ins (SR).                  SODC re screening opinion (GP)                  Other (GB) (SODC Planning Policy, Surgery, verbal from VH)</p>	<p>Survey.                  Latest results at                  [REDACTED]</p> <p><b>Action:</b> whilst short of 50%, committee view is that the 37 more replies needed to get to 50% are unlikely to impact significantly on the findings. <b>No further survey work needed.</b></p> <p>Drop Ins.                  Map showing those who attended here:                  [REDACTED]</p> <p>Poor attendance from Burcot noted. Action is to wait until next round of consultation to encourage engagement. Once the consultation involves 'lines on a map', levels of engagement may rise.                  SR's analysis of consultation sheets summarised here:                  [REDACTED]</p> <p>No conclusive preference on options for VH/Scouts Hut/Pavilion. Still have not had formal response from any of the three committees which we need to do full option appraisal.                  GB comments on the need to consider 'supportability' of new/improved existing amenities                  [REDACTED]</p> <p><b>Action:</b>                  DC to follow up Dave Croft for Scouts response                  GB to follow up Penny Hill for VH response                  GB to follow up John Hill for Sports Club response</p>		
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		<p>SODC Screening Opinion. Response from SODC here:                      [REDACTED]</p> <p><b>Actions:</b>                      GB and GP to complete and submit SEA screening opinion questionnaire.                      HNA: No HNA to be commissioned. GB to set up meeting with SODC (RR), NH, and committee members to agree VSC .</p>		
5.	<p><u>Assessment Criteria (GB)</u></p> <p>Draft assessment criteria for spatial modelling here:                      [REDACTED]</p> <p>(The purpose of this document is to inform our spatial modelling; this is different from Design Codes which are required to guide the design in each CRBO)</p>	<p><b>Action:</b>                      GB/GP/NH: review assessment criteria before spatial modelling meeting.</p>		
6.	<p><u>Spatial Modelling (GB)</u></p> <p>Purpose                      Location                      Team                      Date                      Materials</p>	<p><b>Action:</b>                      GB to set up meeting via doodle poll. Likely to be daytime.                      All to indicate whether they wish to take part.                      Location TBC</p>		
7	<p><u>AOB.</u></p> <p>CLT Matters</p>	<p><b>Action</b>                      GM to provide update and raise any issues for discussion, decisions or actions needed.</p>		

Ser	Item	Action	Action By	Due Date
8	Next Meetings <b><u>NOT TUESDAYS SO JAQI CAN ATTEND!</u></b>  a. December/January b. February	<b>Action</b> GB to confirm once doodle poll results in: Next Committee Meeting Spatial Modelling		